

SOUTH CAROLINA CORRECTIONAL ASSOCIATION
Standard Operating Procedures

Procedure: **Chairperson–Crime Prevention Committee**

Number: SOP-C4

Authority: SCCA Constitution and By-Laws – Article V

Effective Date: February 28, 2003

Revises Previous Date: November 7, 2001

It shall be the duty of the Crime Prevention Committee to heighten community awareness about crime and its impact on the community through crime prevention initiatives, and to promote safer communities through community partnerships.

Specific Duties:

The Chairperson of the Crime Prevention Committee will:

1. Select committee members – preferably a variety of representation (i.e., Probation, Pardon and Parole, Juvenile Justice, Alston Wilkes Society, Consolidated Naval Brig, Retirees, SCDC, etc.)
2. Meet at least monthly to plan activities and coordinate with SCCA.
3. Sponsor at least two major projects on crime prevention each year.
4. Assist/conduct at least one fund raising project to generate funds to support our initiatives.
5. Focus on at least one activity that will be directed at schools from K-12.
6. A written report of activities and accomplishments of the committee for the year should be submitted to the Board of Directors, prior to the annual business meeting. The committee chair should also be prepared to give oral reports to the Board upon request.